

ARTICLE 10. CLOTHING AND PERSONAL HYGIENE

Section 1480. Standard Facility Clothing Issue.

The minor's personal clothing and footwear may be substituted for the institutional clothing and footwear specified in this regulation. The facility has the primary responsibility to provide clothing and footwear. Clothing provisions shall ensure that:

- (a) clothing is clean, reasonably fitted, durable, easily laundered, and in good repair; and**
- (b) the standard issue of climatically suitable clothing for minors shall consist of but not be limited to:**
 - (1) socks and serviceable footwear;**
 - (2) outer garments; and,**
 - (3) undergarments, including shorts and tee shirts for males, and bra and panties for females.**

Guideline: At the discretion of the facility administrator, minors may be allowed to wear their own clothing as long as such clothes are clean and appropriate. Whether clothing is the minor's own or standard issue, it should be easily recognizable so that minors can be distinguished from staff and visitors. In addition, clothing should not be demeaning or overly revealing. Similarly, clothing must be neutral in terms of gang identification. Clothing should be in keeping with the norms of the community and may be made of inexpensive but serviceable materials, easily washed and dried, and adequate for seasonal comfort, health and protection. The facility manager has the primary responsibility to provide personal undergarments and footwear; the facility cannot compel the minor to supply such items. Where personal clothing is allowed, the manager will need resources to allow the clothing to be properly laundered on a regularly scheduled basis.

If it is the facility's policy to issue clothing, then it must occur when it becomes apparent that a minor will remain in the facility for more than 96 hours excluding holidays. Typically, minors are issued clothing following booking.

Sandals or sneakers are practical footwear and they are inexpensive and washable. Minors working specialized jobs in or outside the facility should wear shoes or boots-appropriate for the work they do. Shoes or boots issued to minors must be cleaned, or at a minimum receive a thorough dusting with foot powder or some type of fungicide, between uses. Facility managers may wish to consult with their health authority regarding methods of sanitizing footwear.

In facilities that do not regularly issue institutional clothing, there should be a plan to provide emergency clothing to minors who may be in need. Examples of circumstances which might necessitate issuing emergency clothing include: vermin infested clothing taken from a juvenile during admittance; destroyed or badly soiled clothing; or inappropriate clothing, e.g., a bathing suit, etc.

Section 1481. Special Clothing.

Provision shall be made to issue suitable additional clothing essential for minors to perform special work assignments where the issue of regular clothing would be unsanitary or inappropriate.

Guideline: Specialized clothing or personal protective clothing (e.g., gloves, shoes or boots) is frequently required for minors performing work assignments in, around, or outside a facility. In certain circumstances specialized clothing is considered essential to provide for the minor's safety and security, as well as the minor's and the facility's hygiene and sanitation. Special clothing must be suited to the type of work and climatic conditions that exist at the workplace. A written plan for providing special or safety clothing should be developed. Knowingly assigning juveniles to jobs that expose them to some risk without the necessary clothing, equipment or training unnecessarily exposes the facility to liability and does not adequately protect the minor.

Section 1482. Clothing Exchange.

The facility administrator shall develop written policies and procedures for the cleaning and scheduled exchange of clothing. Unless work, climatic conditions, or illness necessitates more frequent exchange, outer garments, except footwear, shall be exchanged at least once each week. Undergarments and socks shall be exchanged daily.

Guideline: All clothing must be issued clean, freshly laundered, in good repair and free of vermin. Outer clothing (e.g., pants, shirts, etc.) must be exchanged at least once a week, with undergarments and socks exchanged daily. More frequent exchanges may be necessary depending on work, climatic conditions, illness, or **CURFFL (HSC Section 114020)**. Facility managers should consider discarding undergarments when they become heavily stained due to the effect it could have on morale. Managers have reported that minors have refused to wear stained undergarments, although clean, due to their disturbing appearance.

When minors are permitted to wear their own clothing, there must be policy and procedures for laundering and repairing those clothes on a regular and as needed basis.

The question of whether to operate a laundry in the facility is addressed in the facility's planning and design phase and is subject to the needs assessment and program statement required by **Title 24, Sections 13-201(c) 1 and 2**. It may be more economical to use a private vendor or another nearby institutional laundry; however, if the administration plans to operate or add a laundry, space must be allocated for the following:

1. soiled clothing storage;
2. washer, extractor, dryer;
3. clean laundry storage, and,
4. laundry supplies (soaps, bleaches, etc.) storage.

All of these basic elements are essential regardless of the size of the laundry. In addition, attention must be paid to the movement of clean and soiled laundry through the facility. Failure to take into consideration the movement and storage of laundry as well as the location of the laundry itself can severely impact facility operations. This may be a special problem in high-rise facilities, as it increases demand for elevator usage.

Dry cleaning equipment or a contract with a qualified private vendor may be considered to clean a minor's personal clothing before it is stored and/or to clean blankets and other non-washable items. The decision for dry cleaning is optional for detention facilities, and carries with it another set of considerations and issues.

Section 1483. Clothing, Bedding and Linen Supply.

There shall be a quantity of clothing, bedding, and linen available for actual and replacement needs of the facility population.

Guideline: There should be a regular review of the clothing inventory to determine if there are an adequate number of items, in the proper range of sizes, to meet the clothing exchange requirements described in **Section 1482, Clothing Exchange**. Each facility must have a written procedure for: purchasing; handling; storage; transportation; and processing of clothing, bedding and linen. There must be an appropriate clean supply is on hand at all times that takes into account actual use and replacement needs.

An adequate supply of clothing, bedding, and linen will differ from one facility to another. A number of variables effect this, not the least of which is whether the facility does laundry on-site. Handling or transportation delays might occur if clothing and linen are laundered at a remote facility; thus, a larger inventory might be necessary than if the facility does laundry on the premises. It might be more costly to do laundry on-site given equipment, space, and energy costs. These decisions can become highly technical, so facility administrators may want to consult with experts relative to making decisions about laundry facilities.

Laundry procedures must also take into account contamination with potentially infectious materials, such as blood, feces, wound drainage, and other substances. This might be evident as visible soiling, or it may not be apparent to the naked eye. In either case, procedures need to provide for either adequate decontamination through appropriate laundering techniques or disposal. The safety of staff and minors must be addressed.

While it is a good idea to adopt procedures that assume contamination of all linen and clothing (analogous to applying "standard precautions" in the case of body fluids), this regulation is specifically applicable to a more narrow range of circumstances. At minimum, facilities need to address handling linens which become contaminated with large quantities of body substances (e.g., blood, amniotic fluid, etc.), as well as linens used by minors who have been in isolation for infectious diseases for which special handling of linens is recommended (e.g., hepatitis). The former situation is likely to occur anywhere in the facility as the result of an emergency, whereas

the latter is likely to be associated with designated medical housing. In either case, all staff needs to be aware of how to handle contaminated articles.

Procedures need to include methods for the separate collection and labeling of contaminated laundry. Special laundry bags for this purpose may be purchased for convenience. Precautions to safeguard juvenile workers should include protective gloves and handling methods that minimize the possibility of contact with suspected contaminated materials. While proper laundering techniques are highly effective in sanitizing contaminated linens and clothing, it is essential to assure that practices are actually carried out as specified in procedure. This would include: proper measurement of detergents and other additives; as well as assuring that cycle lengths and temperatures for hot water washing and drying are achieved. In cases where gross saturation or contamination is sufficient to justify disposal, procedures need to be in place for proper handling as medical waste. Local environmental health departments are a resource to facility administrators for establishing policy and procedure.

Section 1484. Control of Vermin in Minors' Personal Clothing.

There shall be written policies and procedures developed by the facility administrator to control the contamination and/or spread of vermin in all minors' personal clothing. Infested clothing shall be cleaned or stored in a closed container so as to eradicate or stop the spread of the vermin.

Guideline: The policy and procedures required by this section should be developed in consultation with the responsible physician, and should reference and include medical protocols for the treatment of infested clothing. This regulation allows the facility manager the option of cleaning or storing infested clothing. The other option of securing the clothing in a sealed container might be achieved by simply placing the articles in a plastic bag and taping it shut; however, conditions can exist that allow for damp clothing to mildew. Implement procedures that ensure infestations of lice, mites, and other vermin do not enter the facility on minor's clothing that is improperly cleaned or stored. The local health department is a resource available to help develop appropriate procedures.

If juveniles wear personal clothing to court and then return it to the institution for re-storage, the facility will want to decide whether or not to clean that clothing each time it is worn. Some facilities allow minors' families to have a role in providing clean clothing for court appearances. Security issues notwithstanding, these regulations do not preclude this practice.

Please see **Section 1410, Management of Communicable Diseases**, and **Section 1510, Facility Sanitation, Safety, and Maintenance**. Additionally, **Appendix 5** discusses treatment options for controlling lice and scabies on the minor's person.

Section 1485. Issue of Personal Care Items.

There shall be written policies and procedures developed by the facility administrator for the issue of personal hygiene items. Each female minor shall be issued sanitary napkins and/or tampons as needed. Each minor to be held over 24 hours shall be issued the following personal care items:

- (a) toothbrush;**
- (b) dentifrice;**
- (c) soap, either in liquid or solid form;**
- (d) comb; and,**
- (e) shaving implements.**

Minors shall not be required to share any personal care items listed in items (a) through (d). Minors shall not share disposable razors. Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among minors, shall be disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in Sections 979 and 980, Chapter 9, Title 16, California Code of Regulations.

Guideline: The policy and procedures called for by this regulation should outline how minors are made aware that personal care items are available on an as-needed basis. This notification can be accomplished by, but is not limited to, providing a handout, posting a notice in living areas, and/or including the information in the minor's orientation. Some facilities prefer to issue these items at admission, as a matter of routine. Sanitary napkins and tampons must be available so female minors can continue to use whichever form of protection is more effective for them, pursuant to **Penal Code, Section 4023.5(a)(1)**.

As noted in the guideline to **Section 1410, Management of Communicable Diseases**, there is reason to believe the sharing electric razors and razor blades may be a significant route of transmission for some contagious diseases such as AIDS and hepatitis. It is important that minors not share these devices unless they are carefully disinfected between uses. Disposable razors cannot be effectively disinfected; therefore, they must be disposed of after an individual's use.

It is possible that in special housing units, where security is a critical issue, to devise a method to allow repeated use of a disposable razor by the same individual. This may take the form of a board or cabinet with numbered slots that correspond to individual minors or their respective rooms. Considering the low cost of plastic disposable razors, it may not be cost effective to collect and reissue them. It may be less expensive to discard them after each use and issue a fresh razor. It is important to develop policy and procedures for the safe and secure discarding of disposable razors, as improper or unsafe practices may compromise facility safety and security.

The local environmental health department can provide information about current, approved methods for sanitizing the equipment. A former method of using a phenol-based dip or phenol containing soaking solutions (often a blue colored solution) is not acceptable.

Section 1486. Personal Hygiene.

There shall be written policies and procedures developed by the facility administrator for showering/bathing and brushing of teeth. Minors shall be permitted to shower/bathe upon assignment to a housing unit and on a daily basis thereafter and given an opportunity to brush their teeth after each meal.

Guideline: It is essential that minors be able to shower or bathe daily. Virtually all modern podular facilities have showers in the dayroom areas that allow staff to easily supervise showering. Minors whose jobs or work assignments cause them to require more frequent showers should be permitted to shower whenever necessary. Please see **Title 24, Sections 460A.1.1**, relating to showers in reception/booking areas, and **Section 460A.2.4**, for the design requirements for shower/bathing areas.

Section 1487. Shaving.

Minors, except those who may not shave for reasons of identification in court, shall be allowed to shave daily.

Guideline: The facility manager should ensure that female juveniles are provided the same opportunities (access and time) for shaving as is provided for males. Please refer to **Section 1485, Issue of Personal Care Items**, for discussion of issuance, control and cleansing of shaving implements.

Section 1488. Hair Care Services.

Written policies and procedures shall be developed by the facility administrator to comply with Title 16, Chapter 9, Sections 979 and 980, California Code of Regulations. Hair care services shall be available in all juvenile facilities. Minors shall receive hair care services monthly. Equipment shall be cleaned and disinfected after each haircut or procedure, by a method approved by the State Board of Barbering and Cosmetology.

Guideline: How hair care services are provided is the discretion of the facility manager. This regulation states that the services must be available. It purposely leaves open the options of minors caring for their own and/or other minors' hair, barbers being assigned, and/or other personnel being used. There is no expectation that the facility must use barbers licensed by the State Board of Barbering and Cosmetology.

This regulation does not require a sink in every area in which hair care occurs. Places that do not have sinks, or similar special apparatus, can be designated for hair cutting and other hair care.

Section 1485, Issue of Personal Care Items, states that equipment shared among minors must be disinfected before each individual use. Concerns about transmitting HIV and hepatitis is germane for hair care equipment that is capable of drawing blood. The same regulations that apply to barbers in the community apply to hair care services in juvenile facilities. Additionally, sterilizing chemicals, as with all other cleaning and disinfecting agents, must be stored in secure areas unavailable to minors.

Local environmental health departments can provide information about current, approved methods for sanitizing the equipment addressed here. A former method of using a phenol-based dip or phenol containing soaking solutions (often a blue colored solution) is not acceptable.